

WARREN TOWNSHIP SCHOOLS

Board of Education Meeting * October 26, 2009 * 7:00 PM

Board of Education Administrative Building

- I. Call to Order and Statement of Presiding Officer Roberta Monahan, President
Re: Chapter 231 P.L. 1975: "The adequate notice of this regular meeting as required by the open public meetings act was provided by the posting, mailing/delivery, and filing of this notice on April 30, 2009. This notice was on that date posted on the bulletin board in the Township Office, mailed to the Courier News and the Echoes Sentinel, and filed with the Township Clerk of the Township of Warren, all in accordance with the requirements of the Open Public Meetings Act."
- II. Pledge of Allegiance
- III. Roll Call
MS, SB, GP, DR, AS, PT, GV, KW, RM
- IV. Presentation
 - Annual Special Education Update (Dr. Laura Weitzman)
- V. Minutes
 - Approve the public and private session minutes of the October 5, 2009 board meeting.
- VI. Correspondence and Information
- VII. President's Remarks – Roberta Monahan
- VIII. Committee Reports
- IX. Discussion
 - BOE Professional Development Improvement Plan 2009-2010
- X. Public Commentary (including opportunity to speak about items for Board Consideration/Action)

Note on public input at BOE meetings: Board Policy #9322, adopted on April 14, 2008, provides for and encourages public participation in Board of Education meetings. Such participation is governed by the following rules:

1. A participant must be recognized by the presiding officer and must preface comments by an announcement of his/her name and place of residence;
2. Each statement made by a participant shall be limited to three minutes' duration (limit may be adjusted at the discretion of the presiding officer as circumstances dictate);
3. No participant may speak more than once on the same topic until all others who wish to speak on that topic have been heard; and
4. All statements shall be directed to the presiding officer—no participant may address or question Board members individually.

The portion of the meeting during which participation of the public is invited shall be limited to fifteen minutes (limit may be adjusted at the discretion of the presiding officer as circumstances dictate).

- XI. Items for Board Consideration/Action
 - A. **Education**
 - A.1. Out of District Related Services
RESOLVED, the Board of Education approves one student (ID#0120115) to receive one 30 minute session of Occupational Therapy per week beginning October 13, 2009 through June 24, 2010 at \$68 per 30 minute session for a total cost to the district of \$2,380. The services will be provided through P.G. Chambers School.
 - B. **Finance/Operations/Transportation**
 - B.1. Payment of Bills
RESOLVED, the Board of Education approves the payment of bills for September 30, 2009 \$2,643,800.96

- B.2. Board Secretary's and Treasurer's Report
 WHEREAS, the Board of Education has received the attached report of the secretary for the month of September and
 WHEREAS, this report shows the following balances on September 30, 2009:

FUND	CASH BALANCE	APPROPRIATION BALANCE	FUND BALANCE
(10) General Current Expense Fund	\$2,774,907.83		\$1,329,283.09
(11) Current Expense		\$5,175,472.58	
(12) Capital Outlay		\$430,727.00	
(13) Special Schools		\$652.17	
(20) Special Revenue Fund	(\$103,548.99)	(\$166,080.06)	\$0.00
(30) Capital Projects Fund	\$32,464.18	\$334,568.00	\$0.00
(40) Debt Service Fund	\$599,859.46	\$0.00	\$14,212.71
TOTAL	\$3,303,682.48	\$5,775,339.69	\$1,343,495.80

- B.3. Budget Transfers for Month of September 2009
 RESOLVED, the Board of Education ratifies the following transfers between budget line items that have been approved by the Superintendent of Schools and that are now being reported to the Board pursuant to Policy 3160:

TO:		FROM:		
11-000-222-390-11-01	Other Purch. Tech. Services	11-000-222-500-11-01	Other Purch. Svcs. (Internet)	\$200
11-000-222-600-06-10	Library Supplies - Woodland	11-190-100-640-06-00	Textbooks - Woodland	\$560
11-000-223-580-00-00	Workshops & Travel – Admin.	11-000-221-176-00-00	Sals. - Math/Literacy Coach	\$1,300
11-000-230-610-11-01	Supplies Admin. - Hardware	11-000-230-610-01-00	Supplies Administration	\$2,000
11-000-262-100-09-16	Summer Maint. Workers	11-000-262-100-09-05	Overtime – Custodians	\$10,000
11-000-263-610-09-00	Grounds - Supplies	11-000-263-420-09-00	Grounds -Cleaning, Repair & Maintenance	\$1,500
11-000-270-593-10-00	Transp. - Misc. Purch. Svcs.	11-000-270-610-10-00	Transp. - General Supplies	\$2,300
12-000-400-932-00-00	Capital Outlay Transfer to Fund 30	12-000-400-450-00-00	Construction Services	\$115,000
13-422-100-101-00-00	Summer School - Salaries	13-422-200-600-00-00	Summer School - Office Supp.	\$270
		Total Transfers		\$133,130

- B.4 Architectural Services: USA Architects
 RESOLVED, the Board of Education approves the contracts with USA Architects of Somerville, NJ for the following projects:

- Central Elementary School Classroom Floor Tile Abatement and Replacement - \$25,000. Project cost is estimated to be \$260,000
- Central Elementary School Corridor Floor Tile Abatement and Replacement - \$12,000. Project cost is estimated to be \$128,000
- Mt. Horeb Elementary School Classroom Floor Tile Abatement and Replacement - \$30,000. Project cost is estimated to be \$340,000

The contracts cover Design, Construction Documents, Bidding/Contract Award, Construction Administration and submitting appropriate documentation to the New Jersey Department of Education Grant Program. The projects were included in the 2009-2010 budget.

- B.5. Non Public Program Aid 2009-2010
 RESOLVED, the Board of Education approves the acceptance and expenditure of the Non Public Aid for the 2009-2010 school year as follows:

- Non Public Nursing Aid \$1,158.00
- Non Public Textbook Aid \$ 977.00

- B.6. Street Zone Listing
 Resolved that the board approve the zoning, per the attached street zone listing, dated October 26, 2009 for the new streets Arlington Court, Normandy Court, and Tulip Court to the ALT School and change the zoning for Gabriella Lane to ALT School.

B.7. Travel Approval

Whereas, in accordance with State of New Jersey School District Accountability Act (A-5) and the Warren Township Schools' policy number 4133 – Travel and Work Related Expense Reimbursement, travel by school district employees and Board of Education members must be approved in advance.

Now Therefore Be It RESOLVED, the Warren Township Schools Board of Education approves the following expenses for faculty, staff, administrators, and board members for seminars, conferences and workshops. The expense includes travel costs, if applicable:

October 2009

- Susan Burman, Board Member – School Boards Convention, Atlantic City, NJ \$620
- Alida Gorin, SPS – CED's Annual Certification Training, Philadelphia, PA \$380

November 2009

- Laura Weitzman, SPS – RTI & IRS Training, Long Branch, NJ \$175
- Margo Haldeman, Central – K-5th Grade Handwriting Workshop, Princeton, NJ \$290
- Dana Matherly, Central – K-5th Grade Handwriting Workshop, Princeton, NJ \$290
- Marlene Roth, Central – K-5th Grade Handwriting Workshop, Princeton, NJ \$290

December 2009

- Fran Perlman, ALT – Reading Activities, Edison, NJ \$200

All of the above travel has been approved by the Superintendent and the Board of Education. The School Business Administrator shall track and record these costs to insure that the maximum amount is not exceeded.

B.8. Comprehensive Maintenance Plan

Whereas, the Department of Education requires New Jersey School Districts to submit the Comprehensive Maintenance Plan (CMP) and the Annual Maintenance Budget Amount Worksheet (M-1) documenting "required" maintenance activities for each of its public school facilities, and

Whereas, the required maintenance activities as listed in the attached document for the various school facilities of the Warren Township Schools are consistent with these requirements, and

Whereas, all past and planned activities are reasonable to keep school facilities open and safe for use or in their original condition and to keep their system warranties valid, and

Now, therefore be it resolved that the Warren Township School District hereby authorizes the School Business Administrator to submit the Comprehensive Maintenance Plan (CMP) and the Annual Maintenance Budget Amount Worksheet (M-1) for the Warren Township Schools in compliance with Department of Education requirements.

B.9. SMART Board Donation –Woodland School PTO

RESOLVED, that the Board of Education approves, with appreciation, the donation of \$9,000 from the Woodland School PTO towards the purchase of four SMART Boards.

B.10. Change Order for Door & Hardware Replacement Project

RESOLVED, the Board of Education approves the following change order to C & M Door Controls Inc. for the Door & Hardware Replacement Project at various schools in the amount of \$1,000.00

- C/O #1 Supply 6 new door closures, the original closures were damaged and could not be reused Total \$1,000.00

The original bid for this project from C & M Door Controls Inc. was \$151,000.00. Change order #1 for a total of \$1,000.00 brings the total amount due to C & M Door Controls Inc. for the project to \$152,000.

B.11. Change Order for Central School Roof Replacement Phase 2 Project

RESOLVED, the Board of Education approves the following change order to Integrity Roofing, Inc. for the Central School Roof Replacement Phase 2 Project in the amount of \$9,260.00.

- C/O #1 Wire brush and paint at 900 sq ft of metal roof decking and replace 14 drain screens for a total of \$ 9,260.00.

The original bid for this project from Integrity Roofing Inc. was \$374,000. Change order #1 for a total of \$9,260.00 brings the total amount due to Integrity Roofing Inc. for the project to \$383,260.

C. Personnel/Student Services

- C.1. Employment for the 2009-2010 School Year
RESOLVED, that the Board of Education approves the application for emergent hiring for the following positions for the 2009-2010 school year under the requirements of N.J.S.A. 18A:16-1 et seq., N.J.S.A. 18A:39-17 et seq., and N.J.S.A. 6-4.14 et seq., as listed below:
- a) Tiffany Pillard, Grade 4 Teacher, Angelo L. Tomaso School, MA Step 1-2, extend her maternity leave contract, effective January 1, 2010 through June 30, 2010. Replacing Mary Beth Greco on maternity leave.
 - b) Kate Kogler, Classroom Paraprofessional, Woodland School, 19.5 hours, Step 5-6, effective October 26, 2009 through June 30, 2010.
- C.2. Family Leave Request
RESOLVED, that the Board of Education approves the family leave request for the following:
- a) Mary Beth Greco, Grade 4 Teacher, Angelo L. Tomaso School (unpaid with benefits), from March 18, 2010 through June 30, 2010. Returning September 1, 2010.
- C.3. Per Diem Deduct Request
RESOLVED, that the Board of Education approves the following per diem deduct request for the following:
- a) Jennifer DePinto, Art Teacher, Woodland School, for 3 days, October 29, 30 and November 2, 2009.
 - b) Emily Cartolano, Grade 4 Teacher, Central School, for one day, November 9, 2009.
 - c) Jill Graef, Special Education Teacher, Central School, for one day, November 4, 2009.
- C.4. After School Club – 2009-2010 School Year
RESOLVED, that the Board of Education approves the following after school club for the 2009-2010 school year and the instructors for each club at the negotiated stipend rate.
Angelo L. Tomaso School
- a) Computer Programming – advisor Sheila Connelly at a stipend of \$715.
 - b) Multiplication Club – advisor Mary Balkonis at a stipend of \$715.
- C.5. Student Teachers
RESOLVED, that the Board of Education approves the following Student Teachers for the 2009-2010 school year:
- a) Elena Marinello, Woodland School, Kindergarten, January 19, 2010 through May 20, 2010.
 - b) Ellen Kilroy, Woodland School, Grade 3, September 7, 2010 through October 29, 2010 and Angelo L. Tomaso School, Special Education, November 1, 2010 through December 17, 2010.
 - c) Alyssa Vitollo, Kindergarten, Central School, January 19, 2010 through May 10, 2010.
- C.6. Boys Basketball Coach – Middle School
RESOLVED, that the Board of Education approves John Greco, as the Middle School boys basketball coach for the 2009-2010 school year at a stipend of \$3,360.
- C.7. Creation of New Position
RESOLVED, that the Board of Education approves the creation of a new 1.0 FTE position (.4 Teacher, .6 Para) at Mt. Horeb School effective November 1, 2009 through June 30, 2010.
- C.8. Speech Evaluator
RESOLVED, that the Board of Education approves Jill Pila, CCC-SLP to conduct speech evaluations for the district up to 20 hours at an hourly rate of \$70. The cost to the district will not exceed \$1,400.

C.9. Amendment on Salary Guide

RESOLVED, that the Board of Education approves the following amended placement on the teachers' negotiated salary guide:

- a) Sheila Connelly, Angelo L. Tomaso School, MA to MA+15 (remaining at step 5-6), effective September 1, 2009.

XII. Old Business

- Enrollment Update (As of October 15, 2009)
- Mt. Horeb Grade 5 Math Update
- WMS Honor Roll and Graduation Awards – Grades from non-WMS classes

XIII. New Business

- 2010-2013 School Year Calendars - DRAFTS

XIV. Public Commentary

XV. Executive Session

WHEREAS, the Open Public Meetings Act, N.J.S.A.10:4-11, permits the Board of Education to meet in closed session to discuss certain matters, now, therefore be it

RESOLVED, the Board of Education adjourns to closed session to discuss: (select one or more)

- 1) a matter rendered confidential by federal or state law
- 2) a matter in which release of information would impair the right to receive government funds
- 3) material the disclosure of which constitutes an unwarranted invasion of individual privacy
- 4) a collective bargaining agreement and/or negotiations related to it
- 5) a matter involving the purchase, lease, or acquisition of real property with public funds
- 6) protection of public safety and property and/or investigations of possible violations or violations of law
- 7) pending or anticipated litigation or contract negotiation and/or matters of attorney-client privilege
- 8) specific prospective or current employees unless all who could be adversely affected request an open session
- 9) deliberation after a public hearing that could result in a civil penalty or other loss
and be it

FURTHER RESOLVED, the minutes of this closed session be made public when the need for confidentiality no longer exists.

XVI. Adjourn